

High Sick Leave Consumption Performance Improvement



KPI Owner: Daro Mott

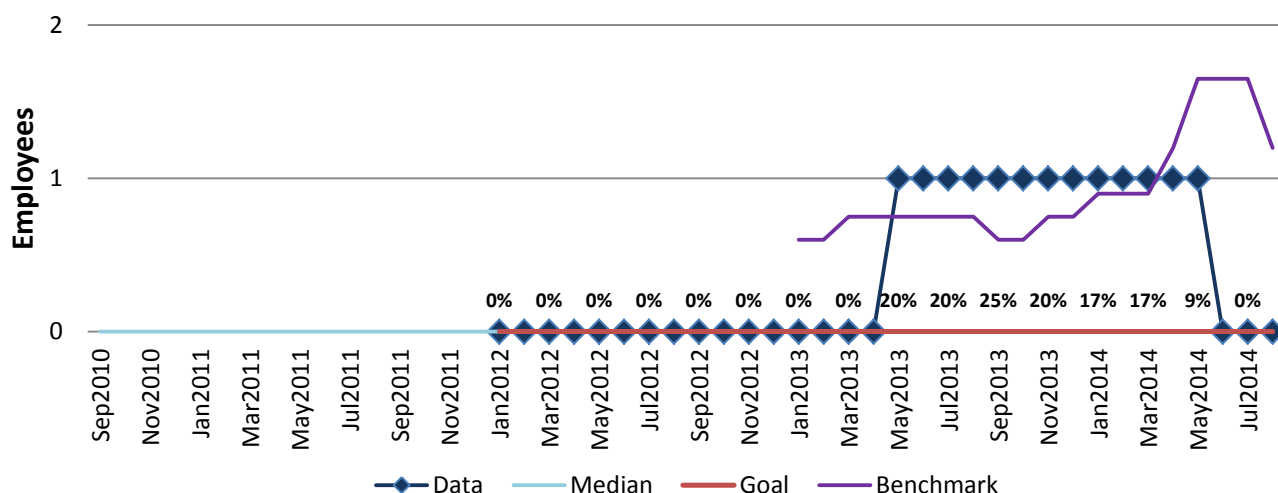
Process: Sick Leave Management

Baseline, Goal, & Benchmark	Source Summary	Continuous Improvement Summary
Baseline: Calendar Year 2012 0 Employees Goal: Compared to a baseline of zero employees, maintain the number of employees with high sick leave consumption to zero in (July2014-June2015) Benchmark: 15% of total employees	Data Source: P-Soft Payable Time Goal Source: OPI Scope Summary Benchmark Source: OPI Internal Benchmark	Plan-Do-Check-Act Step 8: Monitor and diagnose Measurement Method: The number of employees in a department who have used 9 or more out of 12 sick days in a 12 month period Why Measure: Promote a culture where sick time is used appropriately Next Improvement Step: Continue existing management practice; publish a new KPI report on or before 10/16/2014.

How Are We Doing?

Sep2013-Aug2014 12 Month Goal	Sep2013-Aug2014 12 Month Average		Aug2014 Goal	Aug2014 Actual	
0	1		0	0	
Employees	Employees		Employees	Employees	

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Root cause analysis is not necessary because there is no gap between the goal and current performance.